

6 June 2014

Attn: Public Records Custodian, Brandi Cordova
Northern New Mexico College
921 Paseo de Oñate, Española, NM 87532
Phone: (505) 747-2129
Fax: (505) 747-2170
Via Email: bcordova@nnmc.edu

Mrs. Cordova,

Per New Mexico Inspection of Public Records Act, NMSA 1978 § 14-2-1 (IPRA), I would like to request the following public record(s) from 1 January 2010 to the present – 6 June 2014:

- I request all fiscal watch reports generated by Northern New Mexico College and the Northern Foundation (and its agents) submitted to the Northern New Mexico College Board of Regents at monthly Board meetings, at Special Meetings, and via email or other correspondence, and/or submitted to the New Mexico Higher Education Commission.
- I request all fiscal watch reports generated by Northern New Mexico College and the Northern Foundation (and its agents) for internal use.
- I request all monthly financial reports of Northern New Mexico College and the Northern Foundation (and its agents) submitted to the Northern New Mexico College Board of Regents at monthly Board meetings, at Special Meetings, and via email or other correspondence, and/or submitted to the New Mexico Higher Education Commission.
- I request all monthly financial reports of Northern New Mexico College and the Northern Foundation (and its agents) generated for internal use.

I request the following public record(s) provided in the same medium by which I am requesting such records—electronic format (.doc; .xml; .pdf; .jpeg etc.) by email. Should these formats be unavailable, I request “reasonable facilities to make or furnish copies of the public records during usual business hours.” As you are aware the Northern New Mexico College Public Records Custodian has fifteen days to comply with this request.

I appreciate your office’s attention to this request. Please feel free to contact me with any questions.

Thank you,

Annette M. Rodríguez
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Chimayo, NM 87522
Annette_Rodriguez@brown.edu
505-573-1158